

Rother District Council

Report to: Cabinet

Date: 27 March 2023

Title: Electric Vehicle Charging Points in Council Owned Car Parks

Report of: Deborah Kenneally, Head of Neighbourhood Services

Cabinet Member: Councillor Field

Ward(s): All

Purpose of Report: To present an update on the progress of installing Electric Vehicle Charging Points within Council owned car parks at nil capital investment cost to the Council, and gain authority to accept the associated funding from the On-Street Residential Chargepoint Scheme (ORCS)

Decision Type: Key

Officer

Recommendation(s): **Recommendation to COUNCIL:** That if successful, funds awarded from the Office of Zero Emission Vehicles (OZEV) via the On-Street Residential Chargepoint Scheme (ORCS) for the installation of the Electric Vehicle Charging Points (EVCP) be included in the Council's Capital Programme 2023/2024.

AND

It be **RESOLVED:** That the Director – Place and Climate Change be granted delegated authority to accept funding from the Office of Zero Emission Vehicles via the On-Street Residential Chargepoint Scheme and take all further steps necessary to deliver EVCP infrastructure in Council owned car parks, in consultation with the Cabinet Portfolio Holder.

Introduction

1. At Cabinet on 7 February 2022, delegated authority was granted to the Director – Place and Climate Change in consultation with the Cabinet Portfolio Holder for Environmental Management to procure and appoint an appropriate provider to install electric vehicle charging infrastructure in some Council owned car parks at nil capital investment cost (CB21/79 refers).
2. This report sets out the progress made to date to secure a provider to identify viable chargepoint locations within Council owned car parks, provide equipment, install and operate Electric Vehicle Charging Points (EVCPs) on behalf of the Council at nil capital investment cost to the Council.
3. This report also sets out the recommendation for delegated authority to be granted to the Director – Place and Climate Change to accept the relevant

funding from the Office of Zero Emission Vehicles (OZEV) in advance of an award being confirmed, for the purposes of expediting delivery of this project as soon as possible.

Funding and Provider

4. Through the Electric Vehicle Charging Points Southern Regional Framework the Council has appointed a provider, EB Charging (a Blink charging Company), to assess EVCP viability within Council car parks, subject to individual car park restrictions including legal and UK Power network capability, and costs. EB Charging will be responsible for the installation and all further operational aspects including ongoing management, maintenance of EVCP infrastructure and pricing.
5. EB Charging can provide the required EVCP infrastructure and management, subject to partial funding by the On-Street Residential Chargepoint Scheme (ORCS) administered by OZEV, which has made £30 million of funding in 2022 to 2023 available to local authorities. This funding will cover up to 60% of eligible capital costs for chargepoints located in residential areas. The remaining 40% will be sourced separately by the provider EB Charging. If the scheme was subsequently found to cost more than forecasted, this would be covered by EB, at no risk to Council zero nil cost.
6. Due to the initial investment required at nil capital cost to the Council, the general duration of Call Off contracts awarded through the Framework are for periods of between 10 to 15 years. This allows for a return on capital investment and supports the business case for funding.
7. In this instance, subject to funding being awarded, the Council will agree a contract term of 10 years with EB Charging, within which time the provider will install the EVCPs and be liable for all ongoing operational, maintenance and technology requirements, including upgrading of the equipment. At the end of this contract term, the Council can request the EVCPs be removed at the provider's cost. Alternatively, ownership and operating responsibility of the EVCPs will transfer to the Council, unless another provider is sourced, or the contract is extended.
8. For the duration of the contract term, EB Charging will own the equipment. The user payment rates are to be agreed between EB Charging and the Council but will need to be set at a level to allow EB Charging to recoup their investment over a period of time, and will be generally based on national payment levels, with these charges reviewed regularly and at least annually.

Car Park Selection and Viability

9. An internal review of Council operated car parks was undertaken to identify suitable car parks to host a charging facility, with a minimum of one car park in Rye, one in Battle and one in Bexhill to be considered. Sites were considered based on the criteria to meet ORCS/OZEV funding, as well as location, access and facilities onsite or nearby, mobile phone connectivity, and current and anticipated levels of usage by electric vehicles. As far as practicable, the potential devolvement of car parks to town or parish councils or potential plans for development within the contract term of 10 years was also considered, as well as ensuring any permissions to install the infrastructure sit entirely within the Council's remit to avoid prolonged legal processes.

10. The provider was ultimately instructed to assess the viability for EVCPs within nine car parks, a much wider number than originally anticipated, namely;
 - i. Wainwright Road, Bexhill
 - ii. De La Warr, Bexhill
 - iii. Manor Barn and Gardens, Bexhill
 - iv. Sidley, Bexhill
 - v. Upper Market, Battle
 - vi. Mount Street, Battle
 - vii. Bedford Place, Rye
 - viii. Lucknow Place, Rye
 - ix. Camber Sands Central car park
11. Following the appropriate engagement with UK Power Networks as the local District Network Operator (DNO), Bedford Place and Lucknow Place car parks were deemed unsuitable for chargepoints at this time, due to EVCP loadings and the inability of the local power infrastructure available at these locations to support the service. The remaining seven car parks were all deemed viable for EVCPs and will therefore all be included in the impending ORCS funding application. It is anticipated that Rye car parks will be considered for future EVCP funding opportunities once it is understood more fully the impact and costs of upgrading the power network.
12. As all viable car parks have a maximum stay of at least 4 hours, they are deemed best suited to 'fast' (7kW) chargers, which are ideal for medium to long stay parking. The more expensive 'rapid' (50kW) chargers are more suited to places with shorter dwell times such as service stations, fleet rest stops and taxi ranks, and have therefore been discounted from inclusion within this project.
13. The project proposes the installation of three double headed fast chargers within each car park, allowing for up to six electric vehicles to charge simultaneously at each site.
14. High level viability for EVCP installation at various Village and Community Halls across Rother is also being considered via the Council's Village Halls Energy Project (VHEP) as these are not Council owned assets. Recommendations from VHEP will be reported separately once the individual energy reports have been received for each hall, which are expected by 31 May 2023. The funding options available to Village and Community Halls for all energy efficiency and decarbonisation measures, including funding to install their own EVCPs, will be reviewed as part of that project.
15. The placement of EVCPs within each car park has been designed so as not to adversely affect daily operations nor provision for disabled parking and to avoid relevant covenants on the land where applicable, whilst minimising installation and DNO costs. The proposed EVCP bay placement at each site is set out in Appendix A.

Costs and Timeframes

16. Project costings per car park are outlined in appendix B, showing the total EVCP installation costs to be circa £309,589.20 (excluding VAT).
17. The table below shows the project key milestones.

Key Milestone description	Target start date	Target due date
Prepare and submit ORCS funding application to OZEV via the Energy Saving Trust (EST)	1 Jan 2023	17 March 2023
If funding bid is successful, funding received and accepted to Capital Programme 2023/24	22 May 2023	26 May 2023
Final procurement and contract preparation	26 May 2023	30 June 2023
Installations completed	June 2023	31 December 2023

18. As shown, an application for ORCS funding to cover 60% of the total project costs is expected to be submitted to the Energy Saving Trust by no later than the end of March 2023, or as soon as the final project costings are received, with a response expected from OZEV within 12 weeks.
19. Installations can start as early as June 2023, depending on success in gaining the funding and timely acceptance.
20. Due to the impending new administration, failure to secure delegated authority in advance to accept the funding, which could be awarded on or before 26 May 2023, could delay the commencement of installations. Cabinet is therefore recommended to include the ORCS funding in the Council's Capital Programme, on the condition of said funding being successfully awarded.
21. As detailed in Appendix A, temporary footpath, road and car park closures will be required at some sites during installation. An installation schedule will be agreed with the provider to minimise disruption to car park users and the localities involved, avoiding peak periods but securing all installations before 31 December 2023.
22. Due to being in proximity of Grade II listed buildings, on successful award of funding, planning permission will be required prior to installing EVCPs at the De La Warr and Manor Barn and Gardens car parks. This has been accounted for in the timeframe for installations shown at paragraph 17.

Implications to Parking and Parking Charges

23. The Council operates its designated car parks under the District of Rother (Off-Street) Parking Places Order 2020 (PPO) which provides a legal framework under which the Council can manage and enforce parking regulations to ensure proper use. The current PPO and associated schedules can be found at the following link: [Car parks – Rother District Council](#). The PPO includes clause 32 relating to the use of EV charging points in Council car parks.
24. Non-electric vehicles or electric vehicles not actively charging when parked within an EVCP bay would be in breach of the PPO and therefore subject to the full car park standard charge of £80.
25. Parking charges (where applicable) are payable in addition to the charges applied by the provider for the use of an EVCP. Failure to pay parking charges

to Rother District Council constitutes a breach of the PPO resulting in the full car park standard charge of £80 being enforced.

26. Copies of the Rother District Council Off Street Parking Places Order 2020 (PPO) are clearly displayed in each car park. Prior to the EVCPs being made publicly available, additional signage displaying the PPO regulations relating to the payment and use of EVCP parking bays will be erected close to the relevant bays. The RDC Parking Enforcement officers will enforce the EVCP regulations as per clause 32 of the PPO, taking into account the processes involved for EVCP users to monitor / be notified of the charging status of their vehicle.
27. Charges in all Council operated Pay and Display car parks are currently payable between 0800 and 1900 hours, however a condition of ORCS funding is parking charges for EVCP bays are limited to between 0800 and 1800 hours. Parking charges for EVCP bays (where applicable) would therefore end at 1800 hours.
28. The current terms and conditions for parking within any non-EVCP bay would not be affected, with charges still applicable up to 1900 hours.
29. Due to access requirements to the chargepoints, at Wainwright Road Car park there will be a net loss of one parking bay on installation of the EVCPs, with seven existing parking bays being replaced with six EVCP parking bays. It is not anticipated that there will be significant impact to revenue as this car park is not heavily used at present.

Key Risks

30. The key feature of the concession agreement is that the operational costs and risk liabilities are transferred, either in part or completely, to the provider. The main advantages and disadvantages are summarised in the table below.

Advantages	Disadvantages
Nil capital investment costs.	Loss of potential revenue.
All technology and operational risks transferred to the provider.	Reduced influence on type of technology installed and pricing.
Operator is incentivised to deliver high level of equipment and maintenance resulting in better service to the customer.	Provider likely to be interested in most profitable sites that are easy to install and operate.
Reduced reputational risk of faulty equipment, and ongoing maintenance and operational costs not covered by revenue stream.	Provider requires long term contract of 10 years to recoup investment costs. Council has no control of rates charged by the provider for use of the EVCPs.

31. Listed below are some of the key project risks and mitigations:

Risk	Mitigation
Failure to secure ORCS funding.	Quality application to be drafted closely with the provider who has experience of supporting the submission of successful applications.
Delays in installations due to site issues (i.e. peak times, adverse weather).	A phased roll out for installations will be agreed with the provider taking into account peak periods to be avoided at some sites, with contingency plans in place. All installations planned for completion by the end of December 2023 at the very latest. If there is a delay with UKPN connections, EB

Risk	Mitigation
	Charging can still proceed with ground works in readiness for power supply.
Failure to secure planning permission at applicable sites, namely De La Warr and Manor Barn and Gardens.	<p>Early and ongoing engagement is taking place with the Conservation Officer and Planning team to maximise the chances of successful applications being made.</p> <p>Should planning not be successful, a transfer of funds to include additional EVCP provision at any of the other approved sites may be considered.</p>
Public dissatisfaction due to footpath, traffic and parking disruptions whilst works are ongoing.	Communications plan to be implemented outlining the confirmed delivery schedule and advanced warning given of any planned disruption to relevant parties. Installations during peak times to be avoided.
Public dissatisfaction due to decreased availability of non-EVCP parking bays.	Communications plan to publicise the environmental, social and economic benefits of EVCP use and benefit of charging provision within Council car parks, particularly for residents with no off-street parking at home.
Technological advances over a contract term of 10 years may result in the installed EVCPs becoming outdated.	Through the framework, the provider is contracted to operate and maintain the chargers for the full contract term and it is in their interest to ensure both software and hardware is kept up to date in order to secure their return on investment within this timeframe. At the end of the contract term, the Council can request the chargers are removed at the providers cost.
Potential for devolvement or development of car parks within the contract term of 10 years.	As far as practicable, the potential devolvement or development of car parks within the next 10 years was considered during the selection process.

Conclusion

32. Extensive progress has been made in securing a provider and undertaking the required feasibility and design works to progress the project, with an application for ORCS funding in progress.
33. Delegated authority is sought in advance to accept the funding from ORCS in order to expedite the installation of EVCPs as soon as the funding may be awarded. This will allow the project to progress according to the proposed time frames set out at paragraph 17.

Financial Implications

34. Delivery of the project as outlined within this report will achieve the installation of EVCP infrastructure at nil capital investment cost to the Council. If the scheme was subsequently found to cost more than the funds awarded by ORCS, any difference would be made up by EB Charging, at no risk to Council zero nil cost.
35. A potential loss of revenue may arise from the reduction of one parking space at Wainwright Road (currently charged at £2 all day) and the one hour reduction in chargeable parking hours for the six EVCP bays within each of the six pay and display car parks included in the project. (Sidley car park is not charged for currently).

36. The risk of lost revenue is accepted as minimal, due to the general low usage of Wainwright Road and the other car parks often not reaching capacity between the hours of 1800 and 1900 hours. Lost revenue is offset by the benefits of offering an EVCP provision, as fully outlined in previous Cabinet Report (Minute CB21/79 refers), and particularly for local residents without off-street parking at home, who would otherwise not have an opportunity to switch to an electric vehicle.

Legal Implications

37. Due diligence has been completed to ensure planning restrictions and any covenants at each site have been considered. As the De La Warr and Manor Barn and Gardens car parks are situated in the vicinity of listed buildings, planning permission must be sought prior to any EVCP installations at these sites.

Human Resources Implications

38. Following completion of the feasibility studies, progress on the contract for EB Charging to progress to the installation stage will be completed using the East Sussex Procurement Hub shared service, with whom close consultation has already occurred and is ongoing. The Projects Officer (Environment) from the Projects and Programme Team is the main point of contact coordinating with the infrastructure provider and leading on the preparation of the ORCS funding application. Should infrastructure delivery proceed, additional staffing resources will be required from several departments including legal, finance, planning, estates and communications team.

Environmental

39. EV charging is a decarbonisation project that fits within the organisation's objectives set out within the Rother Environment Strategy, RDC Corporate Plan 2014-2021 and the Corporate Plan 2020-2027. It aligns with the organisation's 'Climate Emergency' commitment and its air quality mitigation objective. The development of publicly available charging infrastructure in the Rother district will positively contribute to climate change mitigation by stimulating behavioural change through the adoption of electric vehicles and decreasing the number of petrol and diesel vehicles.

Risk Management

40. A full project risk register has been developed and will be maintained through the lifetime of the project, an extract of which showing key risks is provided at paragraph 30.

Equalities and Diversity

41. An equality impact assessment has been completed, with at least one accessible or designated disabled EVCP bay included within each car park.

Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	Yes
Crime and Disorder	No	Consultation	No
Environmental	Yes	Access to Information	No

Sustainability	Yes	Exempt from publication	No
Risk Management	Yes		
Chief Executive:	Malcolm Johnston		
Report Contact:	Elize Manning		
e-mail address:	elize.manning@rother.gov.uk		
Appendices:	None		
Relevant Previous Minutes:	CB21/79		
Background Papers:	None		
Reference Documents:	None		

EVCP bay designs and installation implications

The proposed locations for EVCP bays are shown in the images below outlined in blue.

Wainwright Road, Bexhill:

Figure 1: Planned EVCP placement at Wainwright Rd Car Park



No road or footpath closures will be required whilst EVCP installation takes place. Up to 13 parking bays will be suspended for up to 5 days during the works.

The 7 existing parking bays highlighted in figure 1 will be replaced with 6 EVCP bays. The EVCP bays will include one accessible bay (meaning enough room is provided for a wheelchair to access the chargepoint). Existing disabled bays are not affected.

Sidley:

Figure 2: Planned EVCP placement at Sidley Car Park



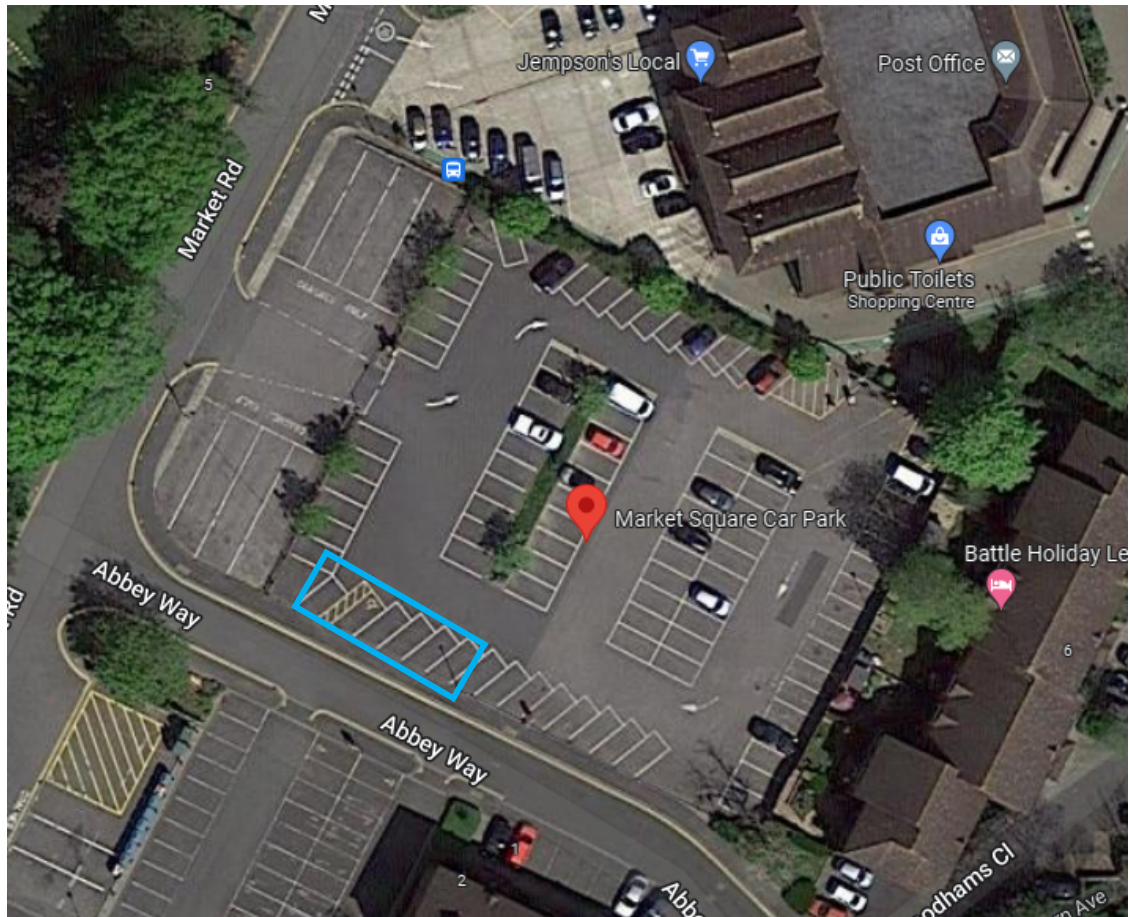
The car park will be required to close for up to 3 days for installation to take place. No road closures will be required, however a short section of the footpath near the public toilets will need to be closed for one day.

This is a free car park and therefore closure will have no effect on revenue income.

The EVCPs will be placed where three existing disabled bays are located. One EVCP bay will be retained as a disabled bay. The remaining two disabled bays will be displaced to another area of the car park.

Upper Market, Battle:

Figure 3: Planned EVCP placement at Upper Market Car Park



A single lane road closure will need to be applied to a short section of Market Road with closure of the adjoining footpath for a maximum of three days during installation. Up to eight bays will be suspended for up to seven days during the works.

One EVCP bay will be retained as a designated disabled bay.

Mount Street Battle:

Figure 4: Planned EVCP placement at Mount Street Car Park



No road or footpath closures will be required. Some routes within the car park will be closed during installation, with temporary amendments to the existing one-way system to allow alternative routes to be used. Up to eight bays will be suspended for up to seven days during the works.

One EVCP bay will be an accessible bay.

Camber:

Figure 5: Planned EVCP placement at Camber Car Park



A road closure to a small section of Sea Road will be required for one day. Up to 13 bays may need to be suspended for up to seven days during the works. Existing disabled bays are not affected.

One EVCP bay will be an accessible bay.

Manor Barn and Gardens:

Figure 6: Planned EVCP placement at Manor Barn and Gardens Car Park



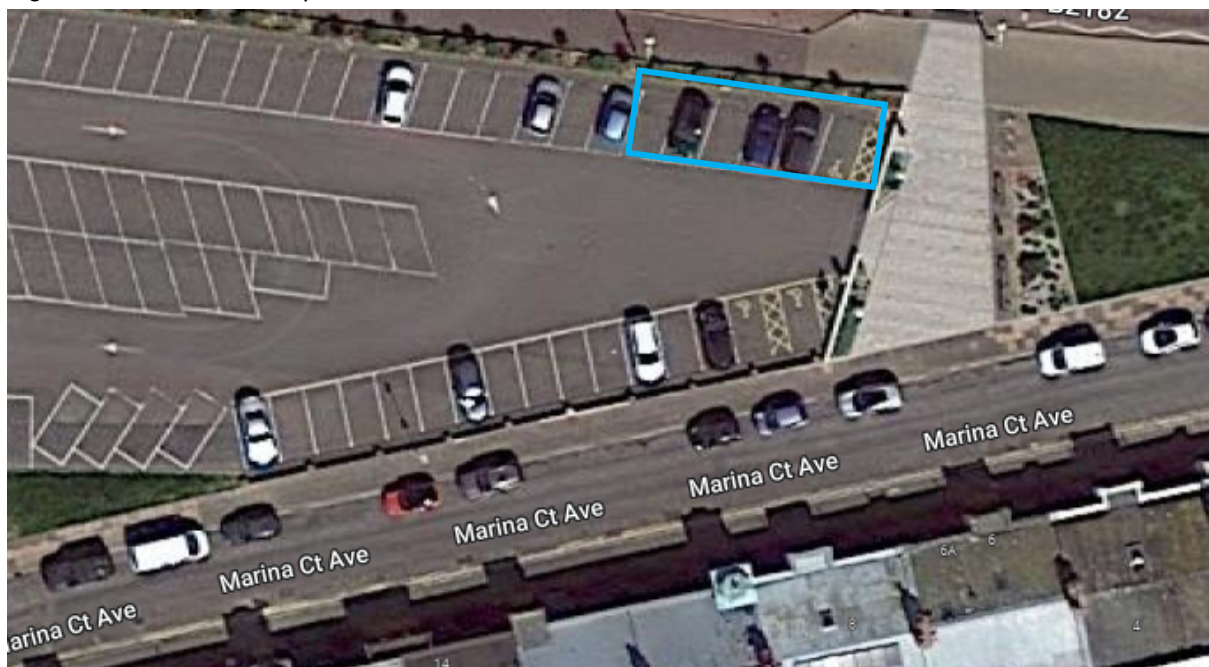
No road closures will be required, however sections of the footpath are likely to need to partially close during installation. The car park entrance will be required to close for up to three days, however the car park exit may be temporarily used during this time as a two-way entry/exit route. The number of bays to be suspended during the works is unknown, however disruption will be minimised as much as possible.

It is expected one EVCP bays will be an accessible bay.

Should funds be awarded, installation will be dependent on obtaining planning permission due to the listed status of Manor Barn and Gardens ruins.

De la Warr:

Figure 7: Planned EVCP placement at De LA Warr Car Park



As power must be drawn from the corner of Devonshire Road, EVCP installation will require closing nearby footpaths at various points, single lane road closures to a short section of the B2182 (Marina) and suspension of the nearby zebra crossing for one day, to be managed via manual traffic controls.

Up to eight bays will be suspended for up to one week during the works.

One EVCP bay will be retained as a designated disabled bay.

Should funds be awarded, installation will be dependent on obtaining planning permission due to the listed status of the De La Warr Pavilion.

Costings (excluding VAT)

Please note: the below costs are provisional and may be subject to adjustment.

Car Park	Provider Costs	DNO costs	Total
Wainwright Rd	£37,064.48	£3,275	£40,339.48
Sidley	£33,789.48	£9,712	£43,501.48
De la Warr	£29,626.05	£18,190	£47,816.05
Manor Barn and Gardens	£ 35,481.20	£5,963	£41,444.20
Upper Market	£36,969.79	£12,795	£49,764.79
Mount Street	£38,850	£7,351	£46,201.00
Camber Sands Central	£35,361.20	£5,161	£40,522.20
		Total	£309,589.20